



NEIGHBORHOOD COMMISSION

NEIGHBORHOOD COMMISSION • 530 SOUTH KING STREET ROOM 400 • HONOLULU, HAWAII, 96813
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MINUTES OF REGULAR MEETING OF JUNE 26, 2006 HONOLULU HALE, COUNCIL COMMITTEE ROOM, 2ND FLOOR 530 S. KING STREET, HONOLULU, HAWAII

CALL TO ORDER: Chair Grant Tanimoto called the meeting to order at 7:24 p.m.

ATTENDANCE: Clara Ching Ed Gall, Kalene Sakamoto, Grant Tanimoto, Roy Wickramaratna, Sylvia Young.

MEMBERS ABSENT: Sheila Apisa, Bernard Kaahanui, Jeanette Nekota.

GUESTS: Barbara Miller, Wayne Gau, and Linda Wong (Diamond Head/Kapahulu/ St. Louis Heights Neighborhood Board No. 5), Al Furuto and Ron Lockwood (McCully/Moiliili Neighborhood Board No. 8), Ray Gruntz (Waikiki Neighborhood Board No. 9), Gary Bautista (Ewa Neighborhood Board No. 23), Cynthia Rezentes (Waianae Coast Neighborhood Board No. 24), Jon Chinen and Debbi Glanstein (Kailua Neighborhood Board No. 31), Tom Heinrich, Jay Ishibashi (Managing Director's Office), Marie Richardson (Neighborhood Commission).

STAFF: Joan Manke (Executive Secretary), Michelle Kidani, Nola J. Frank.

ROLL CALL OF COMMISSIONERS: Six commissioners answered the roll call (Wickramaratna, Sakamoto, Gall, Tanimoto, Young, Ching).

INFORMATION:

Executive Secretary's Report: Executive Secretary Manke gave the following report:

- 1) Manke apologized for the delays and technicalities with the meeting room and sound system for this evening. She stated that the office is in transition and she has taken this opportunity to cross train the staff to assist with the Commission meetings.
- 2) Neighborhood Commission Office (NCO) personnel changes: Neighborhood Assistant Chad Kane resigned after two weeks. The NCO is in the process of recruitment and there will be some reassignment of duties to utilize the strengths of the staff members.
- 3) The audit of the Neighborhood Board system is pending. The initial target date for completion of the preliminary report was in May.
- 4) The City's FY 2007 Operating and Capital Budget was signed into law on June 23, 2006.

Questions, answers and comments followed:

Chair Tanimoto asked that the NCO follow up with the auditor regarding the audit and provide a report at a future Commission meeting.

Executive Secretary Manke was thanked for her report.

COMMITTEE REPORTS: Chair Tanimoto explained that the next agenda item is in response to comments made at the last meeting regarding the budget process.

Budget – (1) Commissioner Sakamoto stated that budget overview meetings for the Neighborhood Boards began in 2005. Concerns were raised that some boards did not utilize funds allocated. (2) For the past nine months to a year, boards have been informed to use funds from the Operating, Publicity, and Refreshment Accounts. For FY2004-2005 \$27,000 was unused. An updated report will be provided for the 2005-2006 fiscal year. (3) When



the Budget committee reconvenes discussion will focus on establishing a formula to calculate what is allocated to the boards. Previous calculations were based on per household census counts. (4) Future plans are to provide training for the boards on how to manage their budget with the help of the Training Committee chaired by Commissioner Nekota.

Questions, answers and comments:

- 1) Ray Gruntz commented that the Waikiki Neighborhood Board No. 9 never uses their Refreshment Fund. Approximately \$2,000 was returned to the General Fund at the end of the fiscal year. He suggested taking the total board allotment and times it by three to be fair to all. Commissioner Sakamoto replied that the committee is looking at every Board and the different households. All Boards utilize their funding differently and all options are being considered.
- 2) Barbara Miller commented that six boards are doing newsletters, and a few are videotaping. Her board did a mail out and email survey with recipients paying for the return postage. She believes in newsletters.
- 3) Cynthia Rezentes said that the Waianae Neighborhood Board utilizes the entire budget. The problem is how not to go over budget. The Waianae Board usually transfers the Refreshment Account funds to the Publicity Account to help defer the cost of videotaping and has one mail-out monthly that includes all committee agendas, to save on postage. One matter to consider is how boards operate because some have more community interaction than others.
- 4) Al Furuto added that a survey incorporated with the McCully Neighborhood Board's newsletter resulted in over 200 responses.
- 5) Chair Tanimoto stated that Commissioner Sakamoto is seeking volunteers from the Commission to serve on the Budget Committee.

Commissioner Sakamoto was thanked for her report.

FOR ACTION:

TIMELINE FOR THE ADOPTION OF THE REVISED NEIGHBORHOOD PLAN DRAFT – Chair Tanimoto discussed a handout providing a timeline for review and final action on the 2006 Revised Neighborhood Plan Draft. He referred to two agenda items for consideration relating to the plan.

FORMATION OF A PERMITTED INTERACTION GROUP (PIG) OF LESS THAN A QUORUM OF COMMISSION MEMBERS PURSUANT TO SECTION 92-2.5, HRS, to review and make recommendations regarding the Revised Neighborhood Plan (RNP) draft:

The establishment of a Permitted Interaction Group (PIG) to Allow Commissioners (less than a quorum), to attend the RNP draft meetings on consecutive Saturdays for the next two months was proposed. Meetings will be held at the Mission Memorial Auditorium from 9 a.m. to 12 noon. A report from the PIG would be provided at the July 31 and August 26 Commission meetings, held on the fourth Monday' of each month. The Corporation Counsel's office will be involved in the process. Interested community members are invited to participate in these meetings.

Gall moved and seconded by Wickramaratna that the Neighborhood Commission concurs with and agrees to the formation of a Permitted Interaction Group (PIG) as outlined in II.B of the agenda.

Discussion followed:

- 1) Ching questioned what would happen if more than a quorum of Commissioners attended the meeting. Chair Tanimoto replied if more than five attended the PIG would not work. The concept is to manage the project in an informal way, with a staff member taking informal notes.
- 2) A poll of Commissioners Young, Ching, Gall, Sakamoto, and Wickramaratna, in attendance was taken of who would be willing to attend the meetings to be held on consecutive Saturdays for the next two months. Chair Tanimoto noted if more than five were willing to attend the meetings he would drop out.

- 3) The purpose of the meetings would be to review and make recommendations relative to the RNP.
- 4) Glainstein stated her understanding is that a PIG must have an identified chair and members appointed by Chair Tanimoto this evening.
- 5) Furuto questioned if the Commission would have the sole authority to make the decisions. Chair Tanimoto responded that the meeting is open to the public. The Commission is looking for a vehicle to move the RNP forward.

Chair Tanimoto asked for a vote and announced that the motion passed unanimously 6-0-0. Aye: (Ching, Gall, Sakamoto, Tanimoto, Wickramaratna).

Glanstein reiterated that a chair for the PIG committee must be appointed. Sylvia Young noted that not all Commissioners were in attendance tonight. She mentioned that three Commissioners were absent and she did not know how many others would like to make a commitment.

Chair Tanimoto stated the appointment of a chair for the PIG would be deferred until later this evening.

FORMATION OF A PERMITTED INTERACTION GROUP (PIG) OF LESS THAN A QUORUM OF COMMISSION MEMBERS PURSUANT TO SECTION 32-2.5 HRS, TO REVIEW AND MAKE RECOMMENDATIONS REGARDING COMPLAINTS FILED WITH THE COMMISSION:

Chair Tanimoto explained the formation of another PIG group to oversee the complaints process. He acknowledged that there were comments at the last Commission meeting regarding complaints filed with the Commission. The process could include an inventory of complaints throughout the year and an assessment of the current process.

Gall moved and seconded by Sakamoto that the Neighborhood Commission concurs with and agrees with the formation of a Permitted Interaction Group (PIG) as outlined in II. C, of the agenda.

Discussion followed:

- 1) Ching commented the agenda item says to review and make recommendations regarding complaints, and asked if this was a PIG group. Chair Tanimoto explained that it is another PIG to review, ponder, recommend, and bring people together. There is a formal process in place for complaints to go to the Corporation Counsel. She asked if this was after Corporation Counsel has done the preliminary hearing, and then the group would review and recommend. Chair Tanimoto replied yes. Ching then asked if the complainants would also be present. Gall noted he thinks it is a matter of looking at the complete complaint process as a whole.
- 2) Furuto said that the complaints process in the Neighborhood Plan side is all right. However, from a complainants perspective, he feels it is not right for just a few people to review these complaints and their recommendations are going to come up and respect their recommendations, he does not think the complaint would get the proper assessment. Chair Tanimoto said he thought there were complaints regarding the complaints process. He explained the need to take a global look at the entire process, not to say one wins and one loses.
- 3) Glanstein pointed out that there is nothing about the process in the motion that was just put on the table. She suggested either amending the motion or decided what would be done. She noted it might help to explain what the complaint process consists of from the time a complaint is filed. Ching agreed the point is well taken and asked if the complaint process could be incorporated into the RNP plan. Chair Tanimoto said a report regarding the complaints was provided at the last meeting, but questions were raised.

Gall withdrew the motion, and Sakamoto withdrew her second.

APPROVAL OF THE REGULAR MEETING MINUTES OF MAY 9, 2006: The following corrections/additions were made:

- o Page 6 of 11, line 25 should read, "... Rezentes suggested that the committee should be **revived**..."

- Page 7 of 11, line 4 should read, "...Rezentes said that the prior Plan Committee meetings were in essence commission meetings of the whole since most commissioners **attended** the committee meetings..."
- Page 10 of 11, Public Input, line 10 should read, "...Corporation **Counsel**..."
- Page 10 of 11, Public Input, line 18 reads, "...Wong said that she is glad to see new faces, that she had discussed with former Commission Chair Witty-Oakland the need to revise procedures for minutes and expressed the need for meetings to be taped by Neighborhood Assistants.
- Wong stated the draft of the minutes posted on the Commission's website was different from the printed version handed out at the meeting; there were incomplete sentences in the draft on the website. Chair Tanimoto asked if the printed version of the minutes reflects the discussion, and Wong said yes. Executive Secretary Manke will follow up.

Sakamoto moved and seconded by Young to accept the regular meeting minutes of May 9, 2006 as amended. The motion carried unanimously. Aye: (Ching, Gall, Sakamoto, Tanimoto, Wickramatna, Young).

PUBLIC CONCERNS:

- 1) Gruntz volunteered to attend the RNP meetings. Thanked the Commission for changing their meeting night. Relative to the minutes, he suggested line numbers for the sentences of the minutes, which would make it easier to find corrections.
- 2) Glanstein announced that this is the first year there is three generations of Glansteins serving on Neighborhood Boards (Debbi Glanstein – Kailua Neighborhood Board; Steve Glanstein – Aliamanu/Salt Lake Foster Village Neighborhood Board; and Rachel Glanstein – Liliha/Puunui/Alewa/Kamehameha Heights Neighborhood Board). Gall commented that Rachel's gain to the Neighborhood Board is a loss to the Commission staff.
- 3) Per the last Commission meeting, under Public Input, Furuto corrected what may have been misinterpreted relative to meeting places where people were having meetings that were inaccessible to the public. Also, surveys were not reaching the community in a timely manner. Furuto added, he watched the North Shore Board meeting on Olelo and expressed frustration that the audience was not able to voice their opinions regarding a resolution pertaining to North Shore developments. Furuto wanted to know if the Board could have been run without given restrictions. Richardson, the Neighborhood Assistant at that meeting, explained that North Shore Neighborhood Board took no action that evening because the issue is in litigation.

Chair Tanimoto recessed the Commission meeting at 8:07 p.m.

The order of the agenda resumed at 8:10 p.m.

EXECUTIVE SESSION: Chair Tanimoto thanked Glanstein for pointing out that PIG members must be appointed tonight. He noted that Corporation Counsel concurs with the procedure. Chair Tanimoto relayed that he would like to serve on the committee, as well as Commissioners Young, Gall, and Wickramaratna.

Discussion followed:

- 1) Glanstein asked Commission Wickramaratna when his appointment as Commissioner ends and what the process is if no one else is appointed. Commissioner Wickramaratna replied that his term ends soon. He explained if another Commissioner is not appointed, he may serve during the interim for three months as provided in the rules.
- 2) Chair Tanimoto emphasized that the authority of the PIG is limited to making recommendations to the Commission as a whole.
- 3) This is the first time Chair Tanimoto is appointing members to the group, which includes two newly appointed and two that have served as Commissioners for a time.

- 4) Bautista requested a copy of the draft plan and asked if it was available on the website. Manke answered the 1998 Neighborhood Plan is currently on the website, but she will have the September 2005 draft available on the website.
- 5) In response to Glanstein's question, it was suggested that persons attending the meeting bring both the 1998 Neighborhood Plan and the September 2005 draft of the Revised Neighborhood Plan.

ADJOURNMENT – Chair Tanimoto thanked the Commissioners and other persons for attending the meeting and at 8:19 p.m. announced, without objection, the adjournment of the Regular Meeting of June 26, 2006, 6-0-0. **Aye:** (Ching, Gall, Sakamoto, Tanimoto, Wickramaratna, Young).

Submitted by Nola J. Frank, Neighborhood Commission Office staff